

Approved October 1st, 2014

Ripton Cemetery Commission Meeting September 3, 2014 Ripton Town Office 7:35 to 9:15 PM

In attendance: Liz Walker, Charles Billings, Bonnie Swan, Cheryl Larocque Agenda distributed to attendees. See attachment 1-1 9/3/2014.

- 1) Approve the minutes from August 6, 2014 meeting – Liz found an error on page 2. Including the typo change, Bonnie moved to approve minutes, seconded by Cheryl. Minutes were approved by unanimous vote. See attachment 1-2 9/3/2014.
- 2) A) Charles reported that Short Surveying has been busy and has not yet surveyed the boundaries of a 1 acre addition to the Galvin cemetery; land being donated by Middlebury College.
- 2) B) Status of Christie Lafayette's grievances and questions – no contact this month. Charles/Liz will get an address to Bonnie so she can write all instructions for Christie in a letter, then it is up to Christie to follow through. (Adding children's names to deed & missing cornerstones, including copy of map for plot location)
- 2) C) Redraft of Burial Rights document - Lot sizes were added to the Certificate of Burial Rights for both the Cook and Galvin cemeteries, purchase and placement options for cornerstones was added also.
- 2) D) Charles entered the lot and cornerstone prices that Bonnie collected from other towns into a spreadsheet for easy comparison. Further review of that data lead the commission to agree to allow one cremation to be added to the full lot (4' X 12') along with the one vault plus casket. Besides the 4' X4' lot for 4 cremations, all new Ripton Cemetery lots will be multiples of the (full) 4' X 12' size. (Ripton will not offer 4 X 8, 8 X 10 or 16 X 10 foot lots)

Action – Charles will update the CBR to reflect changes.

Action - To ensure we will not be losing money if we provide cornerstones, Liz will makes some calls to monuments companies regarding purchase (minimum #), delivery, placement/installation service, materials available and engraving charges for cornerstones. Liz will also inquire what is recommended as the base material for flush markers, and what typical installation of a stone consists of; i.e., do they always pour a concrete foundation, then put a base on it, then set the stone.

Pending Action – Charles to compile a Cemetery Pricing List with Labor charged at \$15.00 per hour. The proposed Work Order Form also needs to include corner stone installation charges. Cost of the stones that Ripton provides and installation, and a separate price for installation of stones purchased elsewhere, should be on the Cemetery "Pricing List" and provided at the time a plot is purchased.

2) E) Continued revising the Rules and Regulations document. New copy updated since August 6th meeting were handed out by Charles.

Page 3 Section I - Definition of a "Lot" – updated lot sizes and combinations for full caskets and cremation urns

Page 5, Section III, #4 – exception for large families added

Page 6, Section IV - #5 – Town Clerk, #6 – Town Clerk, #7 – new Work Order Form pending collection of all data

Page 9, Section VI, #10 – update from lot size spreadsheet

Page 10, Section IX, #3 – Liz will confirm with monument companies actual recommended foundation and base specs., Eliminate "Fieldstone" at the beginning of sentence 3, #5 – eliminate 1st sentence since it is not required.

Page 11, Section IX - #8 – eliminate, #10 – get rid of perpetual care in this sentence, #14 – change Sexton of Cemeteries to Cemetery Sexton.

Add Middlebury's "No Enclosure" of lots statement, and their section 8 "The Care of Lots" to our Rules and Regulations for review at next meeting.

Action – Charles to measure "largest monument" in historical section of Cook and Galvin.

Memorial Gardens for sprinkling cremation ashes - was deleted per agreement at July 2, 2014 meeting, though we may have more options and space for an area pending donated land at both cemeteries in the future.

New Items – not discussed at this meeting

Bonnie will check out what Cheryl thought was a vandalized memorial stone in the Cook cemetery. Bonnie will report it if she thinks it was vandalism.